

NYMPFIELD PARISH COUNCIL
Minutes of the Annual General Meeting held on
16th May 2016 at 7:30pm in the Village Hall

Present: Cllrs Mrs Sturgess (chair), Mrs Cowle, Mr Acton and Mrs Hardy

In Attendance: Cllr Dewey, Cllr Lydon, 2 parishioners

Apologies: Cllr Pittaway

16/45 Election of Chair and Vice Chair

Cllr Acton proposed Cllr Sturgess as Chair and Cllr Cowle as Vice Chair, seconded by Cllr Hardy and agreed by all who were able to vote.

16/46 Declaration of Interest

None

16/47 Acceptance of Office

All members present signed the acceptance of office, agreeing to abide by the code of conduct.

16/48 Register of Interests

Cllrs were reminded that the register of interests needs to be completed and returned to Stroud District Council.

16/49 Appointments to Outside Bodies

Cllr Hardy offered to continue representing the Parish Council on the village hall committee, all agreed.

16/50 Review of Council Procedures

The standing orders, risk policy and dates for future meetings were agreed by all. The financial regulations were agreed, including minor changes to correct typographical errors in the document. It was agreed that no changes were required to the bank signatories. Publication of the annual audit documentation and transaction over £100 will ensure Council complies with the transparency code for small councils. Clerk to provide this information when available and check whether the date of payment will be compliant for payments.

Clerk

16/51 Review of Inventory of Assets and Insurance

List of assets was agreed to be correct. Cllr Cowle proposed that the quote for insurance renewal be accepted, Cllr Acton seconded this and all agreed. Clerk to renew insurance.

Clerk

16/52 Minutes of the Annual Parish meeting and the last meeting held on the 11th April 2016

Previously circulated, the minutes of Annual Parish meeting and the meeting of the Parish Council were confirmed as a true record and signed by the chair, subject to a minor change to the meeting minutes.

It was agreed to move Highways up the agenda so that Cllr Lydon could advise.

16/53 Highways

Concern and condolences were expressed following the recent fatal accident on the Bath Road near Cockadilly. Cllr Lydon offered to facilitate a meeting with Charles Pedrick of Rodborough Parish Council to share his experience of dealing with road safety issues. Cllr Lydon is planning to visit all

parishes with Andrew Middlecote to review highways issues and will chase the site visit report for Tinkley Lane. Clerk to contact the Police and Crime Commissioners Office to request an extension to the deadline for applications to the road safety fund as further consultation is required before a submission can be made.

Clerk

16/54 Progress Reports for Information

Report from Cllr Lydon: circulated by email prior to the meeting.

Repair of Sara Wooldridge memorial plaque: Cllr Cowle to seek advice on removing the plaque.

Council for the Protection of Rural England AGM: meeting cancelled.

16/55 Village Maintenance

Bus Shelter: The arch on the front left (when inside the shelter) needs repair; clerk to chase Mr. Gazzard for a quote.

Clerk

Missing place sign at Cockadilly: Advised that the Parish Council are responsible for this sign and the estimated replacement cost is £150. Clerk to check responsibility with Andrew Middlecote and to see if a quote can be provided instead of an estimate.

Clerk

Public Rights of Way (access to the Glebe): No update.

Clearance of drains at Townsend: The work has been completed and drainage during recent heavy rain was much improved.

Marker Posts for culvert on Front Street: Thanks to Cllr Acton the new marker posts are now in place.

16/56 Picnic to mark the Queen's 90th Birthday

Village Hall provisionally booked, Cllr Hardy has advised organizer that the village green can be used as no livestock will be out.

16/57 Marking Mr Wilcox's Centenary

Tea and cakes in the village was suggested by family, date 23rd July from 3 to 5pm. Clerk to check availability of the village hall. Cllr Acton to put a notice in the newsletter inviting villagers and requesting donations of cake. Cllr Acton to coordinate cake donations. Suggested gift of flowers or plant(s). Cllr Hardy proposed a chair's allowance of £100 which will, in part, be used to fund the celebration, seconded by Cllr Acton and agreed by all.

16/58 Correspondence

Suggestions for Leyhill Works (footpath and public space): Council does not have a need a present. Cllr Hardy to advise Church and Village Hall of the scheme.

Public Consultation on Community Infrastructure Levy and Planning Obligations

Supplementary Planning Document (deadline 8th June): Cllr Sturgess to review and comment if appropriate.

Invitation to Community Approaches to Road Safety Event 19th and 25th May: No one to attend as have requested Cllr Lydon's support to arrange a meeting with the key speaker.

Cotswold Visitors Giving Scheme (deadline 31st May): no action

16/59 Listing Community Assets

Ongoing

16/60 Planning

S.16/0917/TCA Court Farmhouse, Church Street; to cut back holly tree: Cllr Acton proposed no objection, seconded by Cllr Hardy and agreed by all.

S.16/0915/HHOLD Bath Road Farm, Bath Road; Extension and boundary fence: Cllr Hardy proposed no comment, seconded by Cllr Cowle and agreed by all.

S.16/0879/DISCON The Old Shed Tinkley Lane; Discharge of condition 3 (contaminated land) of permission S.15/2842/FUL: no action

S.16/0568/COU Land at Tinkley Corner; Change of use from agricultural to wood processing

yard (deadline 20th May): Cllr Acton proposed the application be supported if conditions are placed on it to limit expansion of the business and to limit the hours during which noisy activities can be undertaken to weekdays from 8-4pm, Cllr Hardy seconded this and all agreed. Cllr Sturgess to speak to the planners and circulate a draft response for submission.

S.13/2740/FUL Land to the rear of the Rose and Crown, Nympsfield: The boundary treatment shows the hedge on the plan, with gaps where the drives will be; it is also included in the management plan for landscaping. It was noted that the application still includes a pub garden. Stroud planners have highlighted the concerns raised about site traffic to the applicant.

16/61 Finance

Internal Audit Report and External Submission: The internal audit report has been completed and no issues were found. Cllr Sturgess read though the annual governance statements and all agreed the responses. Cllr Cowle reviewed the financial reports presented at the previous meeting and was happy with these. Cllr Acton proposed that the annual governance statement and the accounting statements that form part of the external audit report be accepted, seconded by Cllr Hardy and agreed by all.

Receipt of the precept and settlement of the bus shelter insurance claim were noted and the following expenditure was agreed and the appropriate cheques drawn:

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|----------|-------------------------|---|-----------|---------|
| 28/04/16 | Stroud District Council | Precept | £3,729.50 | £0.00 |
| 13/05/16 | Zurich Insurance plc | Settlement of claim for bus shelter repairs (minus £100 excess) | £945.00 | £0.00 |
| 16/05/16 | Leopard Press | Invoice # 644650 | | £67.00 |
| 16/05/16 | Ann Robertson | Clerk Salary April | | £144.00 |

16/62 Councillors’ reports and items for future agendas

Cllr Sturgess requested that Alan Smith be contacted about giving Councillors a tour of Sheepcotes and talk through his plans.

A query was raised about whether works at Bay Tree Farm require planning permission; clerk to seek advice from Stroud Planning.

Chair’s Signature.....Date.....

Date of next Meeting: *The next meeting of the council was scheduled for 7:30pm on Monday 13th June 2016 in Nympsfield Village Hall*